

**AGENDA
CITY COMMISSION MEETING
COMMISSION CHAMBERS, CITY HALL
DECEMBER 8, 2003
5:30 P.M.**

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

1. APPROVE CITY COMMISSION MEETING MINUTES:

A. Regular meeting held November 24, 2003

2. PRESENTATIONS:

A. Service awards to Ralph Barry for ten years in the Police Department; Brien Bowers for fifteen years in the Fire Department; and Jeff Morgan for fifteen years in the Fire Department

3. CONSENT AGENDA:

Routine items are placed on the Consent Agenda to expedite the meeting. If the Commission/Staff wish to discuss any item, the procedure is as follows: 1) pull the item(s) from the Consent Agenda; 2) vote on items remaining with one roll call vote, 3) discuss and vote on each item pulled; by roll call vote, if resolution or voice vote for other items.

A. PURCHASING ITEMS:

1. LB-04-03 Outdoor receptacle cabinets for the Electric Dept. (\$35,052.00)
2. Sixteen Vehicles and equipment for various departments as listed on attached sheet (\$573,359.00)
3. Telephone system upgrades (\$23,175.58)

B. RESOLUTIONS:

1. A resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute an agreement with Clover Systems of Orlando to provide computer hardware to the City of Leesburg and providing an effective date.
2. A resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute an agreement with Lakeview Technology to provide computer mirroring software to the City of Leesburg and providing an effective date.
3. A resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to approve an agreement between the City of Leesburg and Herbert-Halback, Inc. (HHI) for the purposes of providing planning services for the City of Leesburg Trail Master Plan; and providing an effective date.
4. A resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to approve an agreement between the City of Leesburg and Florida Department of Transportation for the purposes of mast arms for traffic signals; and providing an effective date.

5. A resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a fifth amendment to the agreement for contractor services with Hewitt Power and Communications, Inc., to provide overhead electrical services, and providing an effective date.
6. A resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute Amendment One to the agreement between the City of Leesburg and Charles D. Johnson for the purchase of ten (10) scoreboards, not to exceed Fifty thousand and no/100 Dollars, (\$50,000.00) for Sleepy Hollow Recreation complex; and providing an effective date.
7. A resolution of the City Commission of the City of Leesburg, Florida authorizing the City Manager to submit a Tree City USA application for recertification to the National Arbor Day Foundation for the purpose of renewing the City of Leesburg's designation as a Tree City USA; and providing an effective date.
8. A resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute an agreement with the Trust for Public Lands for assignment and assumption of benefit of certain contract rights and obligations from the Trust for Public Land to the City of Leesburg related to the CSX rail property acquisition; and providing an effective date.
9. A resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute an agreement with CSX Transportation, Inc. for assignment and assumption of rights and responsibilities for leases, licenses and agreements related to CSX rail property to be acquired by the City of Leesburg; and providing an effective date.
10. A resolution by the City of Leesburg, Lake County, Florida, amending the rates for data transport service; and providing an effective date.

C. OTHER AGENDA ITEMS:

1. Approve interfund loan from the Electric Fund to the Communications fund for \$860,149.28

4. PUBLIC HEARINGS:

SIGN-UP SHEET (YELLOW) AT ENTRANCE TO COMMISSION ROOM FOR PERSONS WISHING INFORMATION ON THE COMPREHENSIVE PLANS

A. Annexation Fiscal Impact Analysis

1. Presentation by Hank Fishkind, Economist
2. Action on Fiscal Impact Analysis threshold

B. Joint Planning Agency

1. Presentation by City of Leesburg staff
2. Introduce a resolution authorizing execution of an agreement with Lake County, Florida to provide joint planning activities related to the use and density of land lying within a described area.

C. William F. Campbell Annexation

1. Introduce a resolution authorizing execution of an annexation agreement with Bill Campbell
2. Second reading of an ordinance annexing approximately .46 acre owned by William F. Campbell, west of the intersection of Ice Cream Road and Third Street in Section 19-19-25 and rezoning from County C-2 to City C-3; placing property in Commission District 1 (Johnson's Kia) **(Quasi-Judicial)**
3. Second reading of an ordinance amending the comprehensive plan changing the future land use map designation of approximately .46 acre approximately 220 feet west of the intersection of Ice Cream Road and Third Street in Section 19-19-25 from County Urban to City Commerce (Johnson's KIA)

D. Steven J. Richey/Lester W. Huey, Jr., Annexation

1. Introduce a resolution authorizing execution of an annexation agreement with Steven J. Richey, as Trustee for Lester W. Huey, Jr.
2. Second reading of an ordinance annexing approximately 3.84 acres owned by Steven J. Richey, as Trustee for Lester W. Huey, Jr., at the northeast corner of Richey Road and East Richey Road in Section 28-19-24 and rezoning from County R-6 to City C-2; placing property in Commission District 3 **(Quasi-Judicial)**
3. Second reading of an ordinance amending the comprehensive plan changing the future land use map designation of approximately 3.84 acres at the northeast corner of the intersection of Richey Road and East Richey Road in Section 28-19-24 from County Urban to City Commerce (Lester Huey Jr./Richey Property)

E. Second reading of an ordinance accepting a warranty deed from Shore Acres Estates, Inc. (Philip K. Herlong, Agent) for land in Section 24-19-24 adjacent to the Canal Street Wastewater Treatment Plant

F. Second reading of an ordinance accepting a warranty deed from Cable Services, Inc. for land in Clark's Subdivision Section 26-19-24 (415 West Magnolia Street)

G. Second reading of an ordinance accepting an utility easement from AmSouth Bank in Section 23-19-25 (U.S. Hwy 441)

H. Appointed Boards and Commissions

1. Second reading of an ordinance revising Chapter 2, Article IV of the Code of Ordinances pertaining to Advisory Boards; Library Board, Personnel Committee, Planning Commission, Recreation Advisory Board, Historic Preservation Board, and the Airport Advisory Board
2. Introduce a resolution adopting the Handbook for appointed Boards and Commissions

I. Second reading of an ordinance amending Chapter 2, Article IV, Division 10 of the Code of Ordinances pertaining to Community Redevelopment Agencies to clarify and update regarding the governing boards of such agencies

J. Second reading of an ordinance amending §3-76(15) of the Code of Ordinances to eliminate the exemption of benches from the provisions of the sign ordinance; to clarify that bus stop shelters and similar structures are subject to the sign ordinance

- K. Second reading of an ordinance amending §5-3 of the Code of Ordinances pertaining to setbacks for establishments selling alcoholic beverages
- L. Travel Reimbursement
 - 1. Second reading of an ordinance amending §2-227 of the Code of Ordinances pertaining to reimbursement of travel and related expenses for City employees and Commissioners
 - 2. Introduce a resolution adopting policy 901 travel policy and policy 902 non-travel business meals and refreshments policy of the personnel policy manual
- M. First reading of an ordinance accepting deed for the former Service Merchandise property.
- N. First reading of an ordinance amending the Fiscal Year 2003-04 budget for the General, Capital Projects, Electric, Gas, Water, Wastewater and Communication Funds
- O. First reading of an ordinance amending §25-37 schedules of regulations for the public district; amending the permitted principal, accessory, and conditional uses within the public district
- P. First reading of an ordinance amending Chapter §25 Zoning of the Code of Ordinances; adding Section 25-58 adopting design standards pertaining to large retail or big box design standards
- Q. First reading of an ordinance amending §19-19 of the Code of Ordinances to prohibit flag lots for residential uses
- R. First reading of an ordinance amending §19-19 of the Code of Ordinances to provide for approved private roads and for flag lot standards for commercial and industrial uses
- S. Rank firms to provide design/build service for the Air Traffic Control Tower

5. CITY ATTORNEY ITEMS:

6. CITY MANAGER ITEMS:

- A. Discuss allowing Leesburg Regional Medical Center to lease the old Criminal Investigation Division building to the Community Development Corporation (CDC)
- B. Report on Hwy 441 lighting
- C. Announce Commission orientation to be held December 18, 2003
- D. Set workshop for January 2004

7. ROLL CALL:

8. ADJOURN: Motion, second, vote

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 “If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purposes they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.” The City of Leesburg does not provide this verbatim record.